

UNITED STATES GOVERNMENT

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Memorandum

TO : Director of Training

DATE: 10 October 1962

FROM : Chief, Headquarters Training

SUBJECT: Weekly Activities Report No. 35 (4-10 October 1962)

A. SIGNIFICANT ITEMS

Nothing to report.

B. OTHER ITEMS

1. Information Reporting, Reports, and Requirements (IRRR)

Two students completed instruction in IRRR on 9 October.

2. Information Reports Familiarization (IRF)

Five students began tutorial instruction in IRF on 8 October.

3. Counterintelligence Operations (CI/OPS)

Course No. 46 began on 8 October with a final enrollment of six students.

4. Counterinsurgency Program Planning Course

Course No. 2 began on 8 October with a final enrollment of twenty persons, eleven from CIA and nine from other agencies and departments.

5. Project Useful

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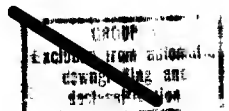
[REDACTED] is working with representatives of the War Plans Staff on arrangements for the forthcoming course to begin 29 October. The course will be held in GE 78.

C. ADMINISTRATION

I have met with [REDACTED] of the Operations Support Faculty on the subject of space allocation within the Operations School's current physical location. Although certain

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problems will necessarily arise as a result of office and vault size limitations, it appears that a merger of [REDACTED] 25X1A9a with that of Headquarters Training can be accomplished on the desired date of 3 December. [REDACTED] and I are currently attending as much as possible of the Administrative Procedures Course in order to familiarize ourselves with its content. I have interviewed [REDACTED] in connection with the possibility of his employment as a member of the Agency and of the Headquarters Training Staff. I have also interviewed Miss [REDACTED] 25X1A9a possible candidate for a position on the Operations Support Faculty. Both of these cases have been coordinated with Mrs. [REDACTED] 25X1A9a

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[REDACTED] 25X1A9a

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